

**Virginia Wireless E-911 Services Board  
Project Management Monthly Activity Report**

Vendor: \_\_\_\_\_ MAST International  
Region/Locality: \_\_\_\_\_ New River Valley  
Period: \_\_\_\_\_ February, 2003

Activity Report					
Task	Locality	% Complete	Total Hours	Hours this period	Comments
<b>Active Tasks</b>					
(9)Conference calls ref. Trunking issues/testing	Blacksburg			1.5	PSAP/Nexitel Partners/Triton TCS
(10)Mtg. w/ Lt. Bradbury ref ESN/status	Blacksburg			1.5	
(11)Prepare for mtg and status updates review	Blacksburg			2.25	Contacted Susan Keiser Finance Dept
(14)Reschedule testing w/Nexitel Partners	Blacksburg			0.5	Contacted PSAP/WSP
(4)2004 Funding Request filed	Christiansburg			2	Spoke w/Chief Brunfield ref needs
(6)Completed TCS form for PSAP	Christiansburg			0.5	Fixed to TCS
(10)Verified change in PSAP Coordinator	Christiansburg			0.5	New Coordinator Martha Cox
(11)Contacted Marie Howard ref surcharge/updates	Christiansburg			0.75	Treasurer for Christiansburg
(11)Updated new contacts for PSAP	Christiansburg			1.25	
(11)Reviewed Phase I compliance issues	Christiansburg			1	Documented needs
(14)Testing/resolve issues w/Triton SunCom	Christiansburg			7	Live w/ Phase I
(14)Testing/resolve issues/Nexitel Partners/Verizon	Christiansburg			3.5	Verizon working through issues
(8)Obtain and recorded tower info	Montgomery			1.5	Coordinates for towers
(11)Mtg. w/Maj. Turner to review status and needs	Montgomery			1	
(11)Reviewed Phase I compliance issues	Montgomery			1.75	Contacted Betty Page ref. Surcharge
(14)Testing issues and test date w/Nexitel Partners	Montgomery			1.25	Rescheduled testing due to weather
(1)Contacted by Lt. Surber ref adding position to CPE	Pulaski			1	Contacting Verizon for cost
(4)2004 Funding Request filed	Pulaski			2	Contacted Lt. Surber
(10)Mtn. WILL Surber/John Spangler	Pulaski			1	PSAP Phase I implementation issues
(10)Addressing issues	Pulaski			1.25	Company to complete addressing
(11)Reviewed Phase I issues and prepared for Mtg.	Pulaski			2	Developing and reviewing schedule
(14)Contacted Katrina Matuszak ref testing	Pulaski			0.5	Testing rescheduled all parties aware
(1)CPE and recorder issues resolved	Radford			0.75	Recorder book up to CPE network
(6)Completed TCS form for PSAP	Radford			0.5	Jenny Thompson TCS sent form
(9)Trunk installation follow-up	Radford			0.5	Mark Simonton TCS
(10)CAD system outover scheduled	Radford			0.5	CAD system live w/CPE
(11)Document CPE issues w/testing	Radford			1.5	Updated status
(14)Testing/outover Triton Suncom	Radford			8.5	Resolving issues reschedule date
(4)Funding analysis for region	Region			8.75	Review current funding requests
(7)Cell sector naming conventions	Region			2	Verified for accuracy
(8)Complete mapping for New River Valley	Region			48.5	Mapping of all sites completed for Mtg.
(10)Review/update Phase I status/issues	Region			10.5	All PSAP binders updated w/changes
(11)Prepare for Regional mtg. mapping/CPE issues	Region			4.5	Mtg. Scheduled for 2/28/Agenda to PSAPs
(11)Newsletter for Region/research/julish	Region			4.5	February issue mailed
(11)E-mail reports/ changes to PSAPs	Region			2.5	
(11)Compiled and forward all testing documents	Region			2	All testing documentation completed
(11)Completed new PSAP books	Region			6.5	All PSAP have all changes
(11)Reviewed CMSR and tasking information	Region			12.5	All current info passed on to PSAPs
(12)Monthly DIT report completed	Region			6	
(12)Reviewed wireless board issues/outcomes	Region			2	
(12)Wireless Funding committee mtg./review	Region			2.5	Impact on NRV PSAPs
(12)Wireless Board Mtg.	Region			1.25	
(14)Conference call ref Pan/ESNs	Region			1.5	Verizon/Intrado/Triton/ref issues
(14)Schedule drive testing for PSAPs	Region			4	Prepared calendar w/test dates for PSAPs
(14)Router issues w/testing Katrina Matuszak	Region			4	Develop resolutions for testing
(14)Testing issues/dates w/Tom Williams, Verizon	Region			1.5	Issues centered around compatibility
(14)Resolve ESN/Pani issues with Triton for NRV	Region			3.5	Mark Simonton Triton
(14)Contacted Aston Cole TCS ref deployment	Region			1.5	Deployment Phase I Schedule for NRV
(14)Confirm testing dates for NRV	Region			1.25	Ready for testing
(14)Conference calls w/Verizon/TCS/Triton SunCom	Region			6.5	Discusses solutions for deployment/tests
(14)Reschedule testing w/Nexitel Partners	Region			2.5	New dates for Nexitel Partners testing
<b>Completed Tasks</b>					
			0	198	
			0	0	
<b>Issues of Importance</b>					
Issue	Actions Proposed to Resolve Issue			Comments	
Cell Sector/ESN distribution	Mtg w/PSAPs to review current routing of calls			Mtg. Scheduled for 3/6	
Addressing in Pulaski	Mtg. WILL Surber to review dates for completion			Only 87% of County is addressed	